



22500 Salamo Road, West Linn, Oregon 97068
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ECONOMIC DEVELOPMENT COMMITTEE AGENDA

Thursday June 8, 2023
Willamette Conference Room, West Linn City Hall

6:00 p.m. – Regular Meeting*

Members: Chair Shannon Ilas, Vice Chair Shannen Knight, Russel Williams, Heather Jones, Josh Cheney, Tanner Woody and Josh Carter.
Council Liaison: Leo (Lou) Groner
Staff Liaison: Alena Schnarr, Business Support and Economic Development Coordinator

- **Call Meeting to Order:** (6:00 pm)
- **Public Comment:** Non-Agenda items - 3 minutes per speaker (6:05 pm)
- **Approve Meeting Notes | [May 11, 2023](#)** (6:10 pm)
- **2023 Work Plan** (6:15 pm)
Adopt Work Plan: Vote to adopt the [2023 Draft Work Plan](#)
- **Work Plan Discussion** (6:20 pm)
Continue discussion of 2023 Work Plan goals and priorities.
 - Business Support & Entrepreneurism (6:20 pm)
 - Tourism Development (6:40 pm)
- **Hwy 43 Business Mixer | Discussion** (7:00 pm)
- **Items of Interest from EDC Members** (7:15 pm)
- **Adjourn** (7:30 pm)

Meeting Notes:

- *The Economic Development Committee meeting will be conducted in a hybrid format with some members, staff, presenters, and members of the public attending remotely and others attending in person.*
- *All written testimony must be submitted to the aschnarr@westlinnoregon.gov by 12:00 pm on the meeting day. To participate remotely during the meeting, you must register at <https://westlinnoregon.gov/citycouncil/meeting-request-speak-signup> by 4:00 pm on the meeting day. Instructions on remote participation will be emailed to you.*
- *If you do not have email access, please call 503-742-6010 for assistance 24 hours before the meeting. The meeting location is accessible to persons with disabilities. To request ADA accommodation, please call Alena Schnarr, staff liaison, 48 hours before the meeting date, 503-742-6010.*



ECONOMIC DEVELOPMENT COMMITTEE (EDC)

Meeting Notes of June 8, 2023

Members Present: Chair Shannon Ilas, Vice Chair Shannen Knight, Heather Jones, Josh Cheney and Russel Williams

Members Absent: Josh Carter

Council Liaison: Councilor Leo (Lou) Groner

Staff Liaison: Lynn Schroder, Planning Assistant

Call Meeting to Order:

Chair Shannon Ilas called meeting to order at 6:00 p.m.

Public Comment:

Tanner Woody, EDC member, shared positive feedback from business owners that foot traffic was good during the Wednesday Farmers Market in West Linn.

Approve Meeting Notes from May 11, 2023.

Knight moved to approved meeting notes from May 11, 2023. Jones seconded the motion. **Ayes:** Jones, Knight, Ilas, Williams and Woody. **Nays:** None. **Abstentions:** None. This motion passed 5-0-0.

2023 Work Plan | Adoption

Ilas read 2023 draft EDC work plan to be adopted. Knight moved to approve the [2023 EDC Work Plan](#). Jones seconded the motion. **Ayes:** Ilas, Knight, Woody, Jones, Williams, Cheney. **Nays:** None. **Abstentions:** None. The motion passed 6-0-0.

2023 Work Plan | Discussion

Continued discussion of goals and priorities and added to the 2023 Work Plan Matrix document, which is a working document created to help implement the work of the 2023 EDC Work Plan.

- Workforce Development: Staff will talk to Chamber about partnership ideas for job board. Woody will do some research on apps and other software possibilities. Schroder noted this is a labor intensive project that needs funds/staff time.
- Interested in learning more about Mclean House possibilities. Discussion of a task force including West Linn Chamber, Parks Department, EDC and Community Development department – collaborative project.
- Creating pop-up shop opportunities/events for home-based businesses for the holidays.

Hwy 43 Business Mixer

Woody will reach out to a few businesses about hosting the mixer. The committee would like to rotate businesses on Hwy 43 to include and support as many businesses as possible.

Items of Interest:

Knight updated the committee on ICON's new project including rooftop bar.

Adjourn Meeting:

Chair Ilas adjourned the meeting at 7:30 pm.